

2022 AOTS Online Program [KROP06]

Corporate Innovation by Habituation of Practices

-Organizational change starting from 5S & Bonji-

Organized by The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)
Collaborated by AOTS Alumni Societies

BACKGROUND

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS) is an organization for human resources development mainly in overseas countries to promote technical cooperation through training, experts dispatch and other programs. Through those programs, we aim at contributing to the mutual economic growth of developing countries and Japan as well as enhancing friendly relations among those countries.

“Corporate Innovation by Habituation of Practices (KROP06)” is an online program designed for company owners, executives, senior managers or 5S activity promotion managers who aim to revitalize companies and organizations through the practice of 5S activities.

OUTLINE

5S activities are an effort that has been valued by Japanese companies regardless of industry, company size, and time. Nowadays, the idea and activities of 5S are widespread in many companies around the world, but it is not easy to introduce and continue 5S in-house. The reason why it is difficult to continue 5S activities is that we see 5S only as a means to achieve a single goal, such as cost reduction.

On the other hand, if the 5Ss can be regarded as “**Bonji*1**” and become a habit and take root in the organization through practical action, the objectives to be achieved through the 5Ss can be newly created and achieved in accordance with the times and circumstances.

The seminar will focus on the true effects of 5S and deepen understanding of why companies that can practice and continue 5S are strong. Participants will review their company from the perspective of the three spirits of management (Entrepreneurship, Utilitarian mind, Citizenship), and consider ways to strengthen the deficiencies in the three spirits through 5S.

This program aims participants to learn how to practice 5S as a means of organizational change to overcome with the whole company a crisis situation for corporate management worldwide.

***1 Bonji:** Simple things that anyone can do. What someone has to do every day. It's an activity that is often neglected and disfavoured because anyone can do it. However, it is an opportunity for an organization to change by making the "Bonji" that anyone can do done thoroughly to the extent that no one else can do them.

OBJECTIVES

We aim for company owners, executives, senior managers or 5S activity promotion managers to achieve the following goals:

- 1) To understand the three spirits of management (Entrepreneurship, Utilitarian mind, Citizenship), and understand which spirit is strong and weak in a participant's company.

- 2) To understand the history of 5S and the true effects of 5S activities.
- 3) To understand the strengths of 5S practice companies.
- 4) To understand the mindset of an executive or manager when practicing 5S.
- 5) To strengthen the specific management spirit that a participant's company has weakness among those 3 management spirits by formulating and implementing a 5S practice plan.
- 6) To understand the relationship between the 5S and "**Bonji Tettei*2**" and consider what the "Bonji" is for our company, and to be able to make the "Bonji Tettei" a habit in own organization.

***2 Bonji Tettei:** To thoroughly do simple things that anyone can do to the extent that no one else can do them.

DATE AND TIME

*Participants are asked to watch 30-minute video In your free time before participating in the seminar.

DAY 1: Wednesday 7 September 2022, 4:00PM-7:30PM (Japan Standard Time – JTS)

DAY 2: Thursday 8 September 2022, 4:00PM-7:30PM (JST)

DAY 3: Friday 9 September 2022, 4:00PM-7:30PM (JST)

DAY 4: Thursday 22 September 2022, 4:00PM-7:30PM (JST)

*Participation in all four days of the program is required.

*Please check the webinar start time in your country with **[Table 1] TIME DIFFERENCE WITH JAPAN IN THE TARGET ZONE** or ask it to the AOTS Alumni Society in the leaflet.

TARGET COUNTRIES

Developing Countries

*Please refer to **[Table 2] LIST OF TARGET COUNTRIES** for details.

NUMBER OF PARTICIPANTS

25 participants

TARGET PARTICIPANTS

Company owners, executives, senior managers or 5S activity promotion managers in target countries.

[Basic Requirements for Participants]

In order to participate in this program, the following conditions must be satisfied, in addition to the work experience and position requirements specified for each program.

- a) Participants should live and work in target countries. Japanese is NOT applicable.
- b) Participants should belong to either a corporation or an organization.
- c) Participants should be 20 years old and over.
- d) Participants should have an advanced English language ability sufficient to be able to actively discuss with the lecturer and fellow participants.
- e) Participants should not be armed forces personnel.
- f) Participants should not be students.

Notes:

- 1) In the case of applications from other than Japanese-affiliated companies or local companies that hold local capital, the priority for selection becomes lower.
- 2) This training is mainly aimed at the people working in the companies/organizations in the private sector, so those who belong to national or local government agencies are not eligible to participate.

THEME OF THE PROGRAM

- 1) Understand the three spirits of management (Entrepreneurship, Utilitarian mind, Citizenship).
*In order to understand the three spirits of management, participants are asked to watch videos before participating in the webinar.
- 2) Understand the history of 5S and the true effects of 5S activities.
- 3) Understand the reasons for the strengths of 5S practicing companies through case studies of 5S activities in Japan and overseas.
- 4) Understand the mindset of an executive or manager when practicing 5S.
- 5) Understand the relationship between the 5S and "**Bonji Tettei**" and consider what the "Bonji" is for our company.
- 6) Formulate a "**Bonji Tettei**" practice plan as an executive or a person in charge. In addition to formulating, the plan will be implemented, and the results will be reported on the final day of the seminar, which will develop the long-term and systematic 5S and "**Bonji Tettei**" practical actions into habituation in the future.

***AOTS certificate (PDF) will be awarded to those who participated in more than two thirds of total training time.**

LECTURER

Dr. Shin Omori



Professor,
Faculty of Modern Social Studies, Otemae University

Completed Ph.D. course in business administration at Kobe University Graduate School, Japan in 2001, Doctor of Business Administration.

After working as an Assistant Professor in the Faculty of Commerce at Tokyo International University and a Professor, College of Economics, Nihon University, he is in his current position.

Chairman of Study Group 'Hospitality by Cleaning'

He focuses on cleaning activities in companies, as well as research on organizational revitalization, new business creation, and the relationship between project management and cleaning.

His books include "Cleaning and Management-Understanding "Utility" from History and Theory", "Business Administration of Toilet Cleaning", "Cleaning Capitalism", "Strategy Follows Practice", and "New Management Strategy."

LANGUAGE

The program will be conducted in **Japanese with English interpretation**.
The lecture material will be prepared in **English**.

PARTICIPATION FEE

100 USD

This program will be implemented with the subsidy from the Japanese Government.

HOW TO APPLY

- ◇ We accept applications from the AOTS Alumni Societies exclusively. Please contact the AOTS Alumni Societies in your area to apply for this program. Application form is available at the AOTS Alumni Societies.
- ◇ For the list of AOTS Alumni Societies, please visit <https://www.aots.jp/en/alumni/about/>.
- ◇ E-mail the application form to the person in charge of the AOTS Alumni Society in your area by the application deadline. After the deadline of AOTS Japan, AOTS will screen the applicants and select the participants, who will be notified from the AOTS Alumni Society by email.
- ◇ Please make sure to pay the participation fee to the AOTS Alumni Society by the designated deadline. If the participation fee will not be paid by the program starting day, the eligibility for participation will be cancelled.

- ◇ The screening is conducted based on a comprehensive evaluation as well as described eligible requirements. Please note that you may not be able to participate in this program depending on the number of applications received.

APPLICATION DEADLINE

Wednesday 17 August 2022 (JST)

*After the deadline, the applicants will be notified as to whether you are accepted or not by e-mail from the Alumni Society in your area.

ONLINE TOOL

Zoom Meeting

*When selected as a participant, you will receive an invitation email. Please register for the Meeting by clicking on the link in the email.

*After registration, a registrant will receive another email including the button to participate in the Meeting. On the day of the Meeting, just click this button.

*Invitation emails will be sent to all the approved participants. If you do not receive an email, please contact AOTS Alumni Society/Association you applied for.

*We are planning discussions and presentations from participants in the program. We recommend that you join from a PC instead of a smartphone. Also, please prepare a device equipped with a microphone and a webcam.

NOTES

Please read the following notes before applying for this program. By applying for the program, you agree to the following terms and conditions.

- ◇ We are planning discussions and presentations from participants, so please turn on your webcam when you participate.
- ◇ Do not transfer the seminar connection information (meeting link/number/password) given to the participants, to others without permission.

- ◇ This program will be conducted using the external service "Zoom".
- ◇ Participants are required to prepare the necessary equipment for attending the seminar, such as a computer, webcam, and microphone, and to confirm that the communication environment does not interfere with participating this program before the program started. The participant shall prepare and maintain the equipment and communication environment necessary to receive training at their own expense and responsibility.
- ◇ The personal information provided by the participant may be provided to the persons involved in the implementation of the program, such as lecturers and interpreters, based on the participant's consent. In addition, the registration information and other information and data provided may be used at the discretion of AOTS for the purpose of providing and operating training, improving and enhancing training content, publicizing other training programs and conducting surveys, or may be made public as statistical information in a form that does not identify individuals.
- ◇ The participants are requested to cooperate for a survey conducted by AOTS.
- ◇ Unauthorized reproduction, editing, modification, distribution or reprinting of handouts, or filming or recording of lecture content is strictly prohibited. Participants are asked to make a pledge not to commit any violation.
- ◇ In the event of an unavoidable accident (war, riot, labor dispute, earthquake, storm, fire, flood, epidemic, etc.) or network / equipment trouble, AOTS may cancel the implementation of the program. AOTS will not be held responsible if it becomes difficult for participants to participate in or continue to participate in the program due to an unavoidable accident or network/equipment trouble.

INQUIRY

The Association for Overseas Technical Cooperation and Sustainable Partnerships
Overseas Cooperation Group

30-1, Senju Azuma 1-chome, Adachi-ku, Tokyo 120-8534, JAPAN

Tel : 03-3888-8256

Fax : 03-2888-8242

E-mail: webinar-kaikyo@aots.jp

[Table 1] TIME DIFFERENCE WITH JAPAN IN THE TARGET ZONE

(Only countries with AOTS Alumni Societies are listed.)

Country (Region)	Time difference with JST () indicates the time difference during daylight savings time.
Mongolia (Ulaanbaatar)	JST - 01:00
Malaysia	JST - 01:00
Philippines	JST - 01:00
Cambodia	JST - 02:00
Indonesia (Jakarta)	JST - 02:00
Thailand	JST - 02:00
Viet Nam	JST - 02:00
Myanmar	JST - 02:30
Bangladesh	JST - 03:00
Nepal	JST - 03:15
India	JST - 03:30
Sri Lanka	JST - 03:30
Pakistan	JST - 04:00
Iran	JST - 05:30 (JST- 4:30)
Georgia	JST - 05:00
Tanzania	JST - 06:00
Ethiopia	JST - 06:00
Kenya	JST - 06:00
Sudan	JST - 06:00
Turkey	JST - 06:00
Egypt	JST - 07:00
Zambia	JST - 07:00
South Africa	JST - 07:00
North Macedonia	JST - 08:00 (JST - 07:00)
Cameroon	JST - 08:00
Nigeria	JST - 08:00
Ghana	JST - 09:00
Argentina	JST - 12:00
Brazil (Sao Paulo, Rio de Janeiro)	JST - 12:00 (JST - 11:00)
Bolivia	JST - 13:00
Paraguay	JST - 13:00 (JST - 12:00)
Venezuela	JST - 13:00
Peru	JST - 14:00
Mexico (Mexico City, Monterrey)	JST - 15:00 (JST - 14:00)

[Table 2] LIST OF TARGET COUNTRIES

Applicants should be residing in the following countries.

Asia (24)	Oceania (14)	Middle East (9)	Europe (10)
Afghanistan	Fiji	Armenia	Albania
Bangladesh	Kiribati	Azerbaijan	Belarus
Bhutan	Marshall Islands	Georgia	Bosnia and Herzegovina
Cambodia	Micronesia	Iraq	Kosovo
India	Nauru	Jordan	Moldova
Indonesia	Niue	Lebanon	Montenegro
Iran*	Papua New Guinea	Palestine	North Macedonia
Kazakhstan	Samoa	Syria	Serbia
Kyrgyzstan	Solomon Islands	Yemen	Turkey
Laos	Tokelau		Ukraine
Malaysia	Tonga		
Maldives	Tuvalu		
Mongolia	Vanuatu		
Myanmar	Wallis and Futuna		
Nepal			
Pakistan			
Philippines			
Sri Lanka			
Tajikistan			
Thailand			
Timor-Leste			
Turkmenistan			
Uzbekistan			
Viet Nam			

Africa (54)		Latin America (27)	
Algeria	Liberia	Argentina	Haiti
Angola	Libya	Belize	Honduras
Benin	Madagascar	Bolivia	Jamaica
Botswana	Malawi	Brazil	Mexico
Burkina Faso	Mali	Colombia	Montserrat
Burundi	Mauritania	Costa Rica	Nicaragua
Cabo Verde	Mauritius	Cuba	Panama
Cameroon	Morocco	Dominica	Paraguay
Central African Rep.	Mozambique	Dominican Republic	Peru
Chad	Namibia	Ecuador	St. Lucia
Comoros	Niger	El Salvador	St. Vincent and Grenadines
Congo	Nigeria	Grenada	Suriname
Congo, Dem. Rep.	Rwanda	Guatemala	Venezuela
Côte d'Ivoire	Sao Tome and Principe	Guyana	
Djibouti	Senegal		
Egypt	Sierra Leone		
Equatorial Guinea	Somalia		
Eritrea	South Africa		
Eswatini	South Sudan		
Ethiopia	St. Helena		
Gabon	Sudan		
Gambia	Tanzania		
Ghana	Togo		
Guinea	Tunisia		
Guinea-Bissau	Uganda		
Kenya	Zambia		
Lesotho	Zimbabwe		

*Iran is a member of South Asia Federation of AOTS Alumni Societies (SAFAAS) and is classified as Asia not Middle East.

If no AOTS Alumni Society exists in your country (region), please apply through the AOTS Alumni Society in your nearest area.

For the list of AOTS Alumni Societies, please visit <https://www.aots.jp/en/alumni/about/>.